

All applications for site plan review must contain the following information:

- 1) A fully executed and signed copy of the application for site plan review.
- 2) Ten (10) copies of written materials plus ten (10) sets of maps or drawings containing the information required in this section. The written materials must be contained in a bound report. The maps or drawings must be at a scale sufficient to allow review of the items listed under the approval standards and criteria, but in no case shall be more than one hundred (100) feet to the inch for that portion of the tract of land being proposed for development:
  - a. There are 3 plans provided this is because the amount of information requested would be too confusing to have all on one plan. These maps were drawn on a 1/8" to 5.0' scale off 11"x17" graph paper then copied onto 11"x17" plain white for easier reading. Their descriptions are as follows.
    - i. Map #1: This first map shows the pre-existing conditions of the lot in relation to the proposed plan. This is shown in red. The shaded red area is the previous driveway that follows into the existing open area which was previously used for lobster gear and boat storage. On the Frost Fish Cove Rd. side of the shaded area is the highest point of the lot previous to blasting. The half moon shapes denote various knols around the property.
    - ii. Map #2: This map shows the basic layout of the proposed plan. As well as the setbacks of the existing camp and the future building. The layout also shows 3 Parking spaces along the south wall of the building. The Shaded area is the driveway area of the developed land. The driveway will be as described below. The half moon shapes denote various knols around the property.
    - iii. Map #3: This map is to show the general flow of storm water on the lot. The lot has various knols and ledge and declines in height towards the western side/ shore side of the lot. The western side of the lot is about 10' lower in height then the eastern side. There is thick wood/vegetation between the shore and the clear portion of the site. The storm water flows through these natural irrigations of the ledge, knols, and vegetation. The storm water off the proposed building would fall down into the back/western side of the clearing. The water would then filter through the layers of wooop chips, repurposed native dirt, crushed rock, and finally blown ledge and then would flow to its natural routes through the rest of the lot.

#### **14.1. General Information**

- 1) Record owner's name, address, and phone number and applicant's name, address and phone number if different. If the person signing the application is not the owner of the property, then that person must submit a letter of authority from the owner.
  - a. Andrew Millar, 638 Harpswell Neck Rd Harpswell ME 04079, 207-751-0775

- 2) The area in square feet of the lot which is to be developed. The lot area includes the area of land enclosed within the boundary lines of a lot, minus land below the maximum high water line of a water body or upland edge of a wetland and areas beneath roads serving more than two lots.  
**a. Roughly 18,000 ft<sup>2</sup> of the 1.19 acres lot is being developed.**
- 3) Names and addresses of all property owners within five hundred (500) feet of any and all property boundaries.
- 4) Sketch map showing general location of the site within the town based upon a reduction of the tax maps.  
**a. Attached**
- 5) Boundaries of all contiguous property under the total or partial control of the owner or applicant regardless of whether all or part is being developed at this time.  
**a. N/A**
- 6) The tax map and lot number of the parcel or parcels on which the development is located.  
**a. Map 6, Lot 28**
- 7) A copy of the deed to the property, an option to purchase the property or other documentation to demonstrate right, title or interest in the property on the part of the applicant.  
**a. Attached**
- 8) A copy of all existing covenants, deed restrictions, easements, right-of-ways, or other encumbrances affecting the property, delineated on the site plan wherever possible.  
**a. Attached**
- 9) The name, registration number, and seal of the person who prepared the plan, if applicable.  
**a. N/A**
- 10) Evidence of the applicant's technical and financial capability to carry out the development as proposed.  
**a. A loan has been secured through Bath Savings institute for the project.**

#### **14.2. Existing Conditions**

- 1) Zoning classification(s), including overlay and/or sub-districts, of the property and the location of zoning district boundaries if the property is located in two (2) or more zoning districts or sub-districts or abuts a different district.  
**(a) Lot is in the Commercial Fishing Zones 1 & 2.**
- 2) A boundary survey including the bearings and length of all property lines and required setbacks and buffers of the property to be developed and the source of this information. The Planning Board may waive the requirement of a boundary survey

when the Planning Board deems that sufficient information is available to establish, on the ground, all property boundaries.

- (a) An accurate survey exists, A surveyor also visited the property and determined the pins were in proper placement. Required setbacks of this lot are 25 feet from adjacent properties and 25 feet from any roads.
- 3) Location and size of any existing sewer and water mains, culverts and drains, on-site sewage disposal systems, wells, underground tanks or installations, and power and telephone lines and poles on the property to be developed, or on abutting roads, and land that may serve the development, and an assessment of their adequacy and condition to meet the needs of the proposed use.
  - (a) There is an existing septic on site. Holding tank and leech field are located on the south side of the camp (see map). Unit size is a one bedroom system. There is no well on site. There are no telephone poles on site but are on Tommy Cod Ln. which is adjacent to the North East corner of the lot.
- 4) Location, names, and present widths of existing public and/or private roads and rights-of-way within or adjacent to the proposed development.
  - (a) Frost Fish Cove Rd runs along the Eastern line of the property. Tommy Cod Ln. meets at the North East Corner of the lot and intersects with Frost Fish Cove Rd.
- 5) The location and dimensions of all existing structures on the site.
  - (a) There is a 24x32 summer camp existing on site in the southwest section of the lot.
- 6) The location and dimensions of existing driveways, parking and loading areas, walkways, and sidewalks on or immediately adjacent to the site.
  - (a) Existing driveway was in place that entered from the South East corner of the lot moving in a North-North West diagonal direction to a clearing that was used for storing lobster gear and boats.
- 7) Location of intersecting roads or driveways within two hundred (200) feet of the site.
  - (a) Frost Fish Cove Rd runs along the Eastern line of the property. Tommy Cod Ln. meets at the North East Corner of the lot and intersects with Frost Fish Cove Rd.
- 8) The location of open drainage courses, wetlands, stonewalls, graveyards, fences, stands of trees, and other important or unique natural areas and site features, including but not limited to, floodplains, deer wintering areas, significant wildlife habitats, scenic areas, habitat for rare and endangered plants and animals, unique natural communities and natural areas, sand and gravel aquifers, and historic and/or archaeological resources, together with a description of such features. For any proposed land use activity involving structural development or soil disturbance on sites listed on the National Register of Historic Places, the applicant shall provide evidence that they have submitted their proposal to the Maine Historic Preservation Commission for review and comment. The Planning Board may require a written

statement from the Maine Historic Preservation Commission indicating the proposed development will not adversely impact archeological or historic resources or recommending how the proposed development might be modified to minimize any adverse impact on archeological or historic resources.

(a) N/A

***Citizen's Note:*** Consult with the Code Enforcement Office for availability of this information.

9) The direction of existing surface water drainage across the site and, if specifically required by the Planning Board, a topographic survey.

(a) From the height of land which is the ledge that runs from the Northern line of the property to the South East Direction towards the existing driveway, the water travels to the shore in the Western direction as the height of land descends in that direction.

10) The location, front view, dimensions, and lighting of existing signs.

(a) There are no existing signs on the property

11) The location of the nearest fire hydrant, dry hydrant or other water supply for fire protection.

(a) Nearest fire pond is located on Rt. 123 next to Lookout Point Rd. The property is also waterfront. No Local Fire Hydrants

#### **14.3. Proposed Development Activity**

1) Estimated demand for water supply and sewage disposal together with the location and dimensions of all provisions for water supply and wastewater disposal, and evidence of their adequacy for the proposed use, including a site evaluation and plan indicating soil suitability for sewage disposal if on-site sewage disposal is proposed.

a. A well will be drilled for water supply to the building. As it being a storage building there won't immediately be a bathroom so the water demand will be minimal. A port-a-potty will be on sight for the initial finish of the building. The existing septic system on sight does not meet requirements and has to be redesigned or replaced. However after speaking with a contractor and site evaluator the foundation of the building needs to be in place at a minimum to design the new system. A septic system will be put into place at a later date within the first year 2 at most. This has been discussed with the town code's officer and has been ok'd.

2) A surface drainage plan that shows the location and size of ditches, culverts, drainage ways, easements and other improvements as well as the direction of proposed surface water drainage across the site and from the site, with an assessment of impacts on downstream properties.

a. A surface drainage plan is attached and the description is in a later section 4) c)

- 3) A description of the solid, special, and hazardous waste to be generated, provisions for handling that waste, and the location and proposed screening of any on-site collection or storage facilities.
  - a. There will be no special or hazardous waste generated from the building as it is just a storage facility. Trash cans and recycle bins will be in the building for general waste and will be disposed properly at the local transfer station.
- 4) The location, dimensions, and materials to be used in the construction of proposed driveways, parking and loading areas, and walkways and any changes in traffic flow onto or off-site.
  - a. The treatment of what will happen between the road and the front of the building – where will the access to the overhead doors be, surface treatment (gravel?), landscaping, etc. This is an important feature.
    - i. The front of the building will be the driveway as it extends into the existing driveway. The grade will be roughly 4 degrees from road to building, a nice smooth slope. The front of the building landscape will be as follows. A use of the existing fill from blasting and a top layer of spec crushed gravel (1 ½"). Roughly 300 yards of fill will be brought in to finish the building surroundings.
  - b. The treatment along the south side of the building – where will the parking be located, how many vehicles, where will the driveway be located, what will happen as you get toward your uncle's lot.
    - i. Parking will be 3 spaces alongside the building. The treatment will be the same as the driveway (front of the building the east side) and the driveway will taper off towards frost fish cove road becoming skinnier as it moves in the southerly direction.
  - c. A key will be what happens on the west side of the building – how does the regraded area match into the existing topography – what will happen between the building and the trees that will remain.
    - i. On the west side of the building (shore side) a large portion of the ledge that was blasted will be filled back into the ground to help support the foundation as well as to retain the grounds natural irrigation. The ground will be blown ledge and crushed rock. Covered by a layer and any dirt from the site as well as a layer of woodchips across the top. A silt wall and hail bail ring will remain around the building until construction is complete. The silt wall will remain for a year to allow for the ground to naturally settle. This design actually adds a more gradual slope to the west side of the property in that section as the existing area of the ledge prior to blasting was a straight drop into what was the old driveway/fathers trap pile. (see map). After some time more trees will be planted around the back edge of the landscaping. There still remains over 100' of trees from the end of the developed area to the cliff face on the shore.
  - d. The building and parking/access will increase the runoff from the lot. How will this be handled and where will it go – how does it get down through the woods and to the shoreline. All provisions for storm water management need to be shown on the site plan.



- i. As stated, the backside (west side/shore side) of the building will have a deep layer of blow ledge topped with crushed rock and dirt from on site topped with a layer of wood chips. The property is almost all wooded said for the camp and the new building location. The water flows through the wooded area through natural irrigation of natural vegetation. The wooded area acts as its own infiltration planters down the property to the shore throughout. From the south side of the lot the driveway follows the existing driveway so no change to the runoff in that location. The front (east) and north sides of the building will also runoff in the same way the property did as before in their respected directions.
  - e. Similarly, show how erosion and sedimentation will be controlled during construction.
    - i. Erosion and sedimentation is controlled by a mound of wood chips along the back side of the site as well as a trench has been dug between that and the blasting site until it is fill in. A trench will remain until it is necessary to fill. Again the silt wall and line of hail bails are in place as well. As much of the natural vegetation is being perserved as much as possible as well as the least amount of earth moving is being done. By that i mean all the ground that is being dug up or blasted is being put back into the site.
  - f. Address how the lot will be landscaped when construction is done – front of the building along the road, northerly property line along the building, areas that are disturbed during construction.
    - i. The surrounding of the building will have a base of the blown ledge with a top of crushed stone and a layer of dirt topped with woodchips. This will allow for natural regrowth. The areas of parking and driveway will have a similar landscape except for there will be a top layer of spec crushed gravel or driveway grade gravel on the top. After construction is finished and natural regrowth begins. There will be trees planted around the perimeter of the developed area to add another section of cover to the adjacent lots.
  - g. There will be no change to off-site traffic flow.
- 5) Existing and proposed landscaping and buffering.
- a. Existing landscape was natural vegetation/wooded area. To buffer the lots after the lots development has settled there can be replanting of native trees or buffer trees if necessary
- 6) The location, dimensions, height and, if a structure is in a flood plain, ground floor elevation of all proposed structures including expansions or alterations.
- a. Floor height of the building will be 6" higher then the highest point of Frost Fish Cove Rd.
- 7) A calculation of total area covered by all structures, driveways, parking areas, and other impermeable surfaces expressed in square feet and as a percentage of lot area.
- a. Roughly 18,000 ft<sup>2</sup>

8) Location, front view, materials, and dimensions of proposed signs together with the method for securing the sign.

- a. A painted wood sign will be put on the building over the garage doors at a later date.

*Citizen's Note: See Harpswell Sign Ordinance.*

9) Location and type of exterior lighting.

- a. Lighting will be one over each door and downward facing as not to impede residential traffic

10) The location of all utilities, including fire protection systems.

- a. There will be fire extinguishers located on either end of the building

11) A general description of the proposed use or activity.

- a. Boat Storage and personal use.

12) An estimate of the amount, type and impact of peak hour and daily traffic to be generated by the development.

- a. During normal business hours traffic will increase by 1 to 3 vehicles.

13) Stormwater calculations, erosion and sedimentation control measures, and water quality and/or phosphorous export management provisions, if the development requires a stormwater permit from the Maine Department of Environmental Protection or if the Planning Board determines that such information is necessary based upon the scale of the development or the existing conditions in the vicinity of the development.

- a. As per the Maine DEP requirements for storm water calculations and a storm water permit this project does not meet the minimum requirements.

#### **14.4. Approval Block**

Space must be provided on the plan drawing for the signatures of the Planning Board Chair and date together with the following words, "Approved: Town of Harpswell Planning Board".